

**Faculty Senate  
Academic Standards and Policies Committee  
Meeting Notes  
November 29, 2017**

**Attending:** Catherine Forsa (SHAE-Hum), Mary Wu (Library), June Speakman (SSNS-SS, chair)  
**Guest:** Provost Andy Workman

1. The Committee members reviewed their work and work-in-progress with Provost Workman. He suggested that the committee continue its collaboration with Registrar O'Driscoll who plans to bring to the Committee recommendations regarding a clemency policy, and changes in several of the forms used to conduct student business. The goal is to have a form across the university, to have signature lines that make sense, and to eventually go electronic.
2. Curriculum declaration form: committee members have reviewed this form, and will discuss their recommendations at their next meeting with the Registrar. Ongoing.
3. Chair Speakman is compiling information regarding lab fees, as charged by the Senate, and will have a report ready for the December Senate meeting. Completed.
4. SCS report: the Committee has not yet started this inquiry. The Provost suggests that the committee gather a list of questions in advance of meeting with faculty and administrators from SCS. Chair Speakman will begin that process. Ongoing.
5. Signing in students over the cap: Committee will inquire re. practices in all RWU Schools. Ongoing.
6. Room allocation: Provost Workman reports that new software should make this easier and more aligned with pedagogical needs of the faculty. Committee will continue to monitor. Ongoing.
7. Online courses: Based on a charge at the November Senate meeting, Committee members researched policies at other universities. In only one case were first-years prohibited from taking online courses and that was only in the first semester (Sacred Heart). All other cases (URI, Wisconsin/Madison, Quinnipiac), students were permitted, and in some cases encouraged to take one or two classes online during any and all sessions. In all cases, students were required to take the home university's courses during the school year, but there were no restrictions in summer or winter. Completed.